

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday, September 1, 2015
7:00 PM

- I. Opening of the meeting**
- II. Invocation**
- III. Roll call**
- IV. Old Business – Major Works**
- V. Certificate of Appropriateness**

A. Major Works

- 1. A request has been made by Mr. Jim Wiley, acting as agent for Beacon Street, for a Certificate of Appropriateness to construct a new Moss Marina Office structure on lot #27. The building will be consistent and will match single family residences in the development.
- 2. A request has been made by Mr. Jim Wiley, acting as agent for Beacon Street, for a Certificate of Appropriateness to construct a new single family two-story family dwelling on Lot #32. The home will be consistent and will match single family residences in the development.
- 3. A request has been made by Mr. Jim Wiley, acting as agent for Beacon Street, for a Certificate of Appropriateness to construct a new single family two-story family dwelling on Lot #33. The home will be consistent and will match single family residences in the development.
- 4. A request has been made by Mr. Pat Griffin to replace the windows with vinyl windows and install 5/8" hardi-plank siding on the front façade of 315 West 2nd Street.
- 5. A request has been made by Mr. Pat Griffin to replace the windows with vinyl windows and install 5/8" hardi-plank siding on the front façade of 319 West 2nd Street.
- 6. A request has been made by Ms. Mary Elizabeth Haubenreiser, for a Certificate of Appropriateness to remove a pine tree on the south side of her property located on 118 South Academy Street. The tree's roots are breaking up the concrete driveway.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 519 E. Main Street (Mr. Thomp Litchfield) to exchange an old split heat pump with a new one. No duct work will be changed.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 227 E. Second Street (Mr. Ambrose Buck Lewis) to repair the right side wall of their garage. A new block foundation will be laid and the wall will be repaired using appropriate materials to match the house.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 109 Gladden Street (Mr. Jay Boyd) to install a condenser for the A/C unit.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 412 W Main Street (Ms. Kimberly Lee) to make garage repairs using appropriate materials. Repairs include replacing shingles, replacing support beam in the center of the garage door opening with a new beam, window repair, replace cracked foundation of garage and driveway, and replace rotten siding.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 239 W Main Street (Mr. Jim Fortescue) to exchange an old split heat pump with a new one. No duct work will be changed.
6. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 424 E Second Street (Mr. Joe Wilberscheil) to replace the HVAC unit.
7. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 127 E. Second Street (Mr. Don Stroud Jr.) to replace old shingles on the roof with new shingles. They will also be replacing the old rubber membrane on the widows walk with the same material.

VI. Other Business

1. Moss Landing Landscape Design
2. Fence Design Guidelines

VII. Approval of Minutes – September 1, 2015

VIII. Adjourn

MAJOR WORK

Moss Landing

Construction of Moss Marina on Lot #27

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: Water & Harvey Streets - Moss Landing Development - Lot #27

Historic Property/Name (if applicable): N/A

Owner's Name: Beacon Street Development Co. - Jim Wiley

Lot Size: 32' feet by 76' feet. 0.056 acres
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Construct new Moss Marina Office structure. Will be consistent and will match single family residences
in the Development.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Jim Wiley - Beacon Street Development Co.
(Name of Applicant - type or print)

PO Box 6474 Raleigh, NC 27628
(Mailing Address) (Zip Code)

8/24/15 919-785-1445
(Date) (Daytime Phone Number)

Jim Wiley
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

PROJECT CATEGORIES (check all that apply):

- ☐ Exterior Alteration ☐ Addition
☒ New Construction ☐ Demolition

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

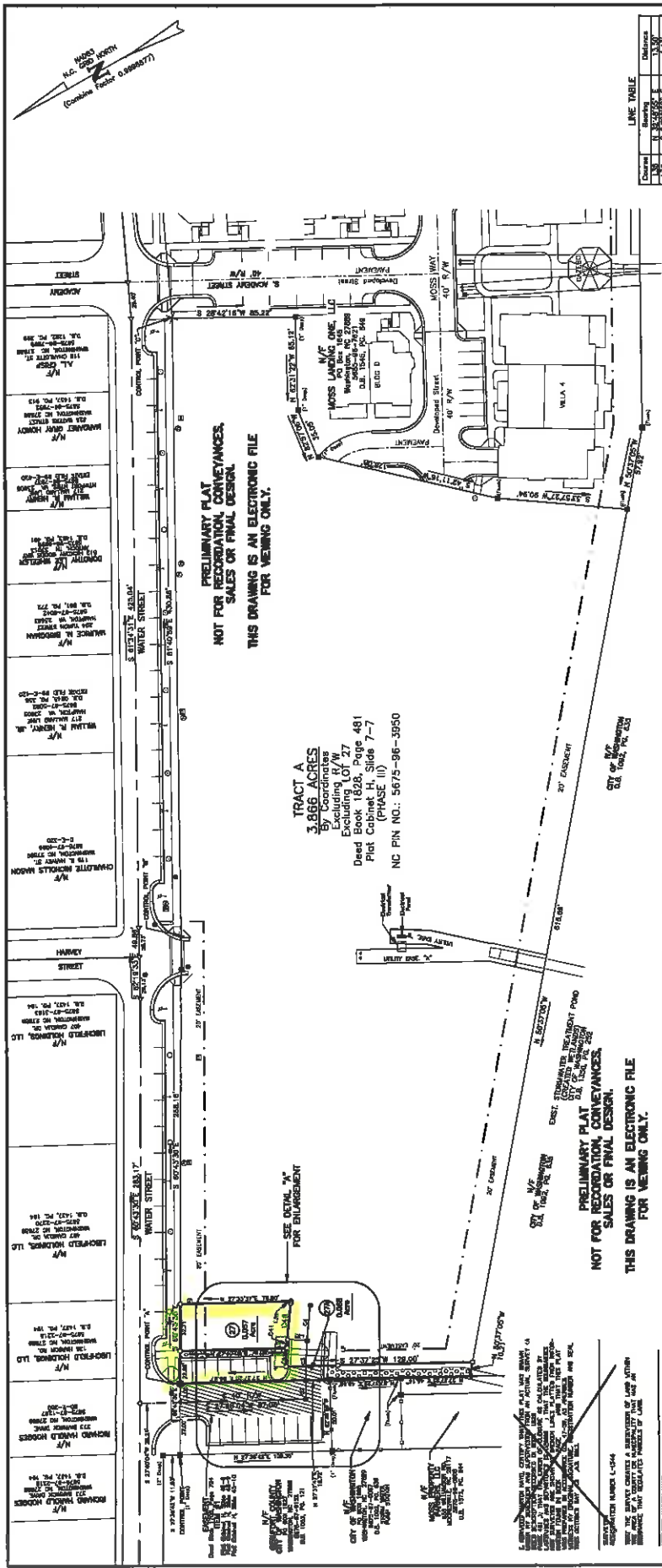
SUPPORTING INFORMATION:

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. (Leave the checkbox blank if the item is not applicable).

- **Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- **Description of Materials** (provide samples if appropriate).
- ☐ **Photographs** of existing conditions.
- **Drawings** showing proposed work. Include one set of full size drawings when available.
 - ☐ **Plan** drawings.
 - **Elevation** drawings showing the new façade(s).
 - **Dimensions** shown on drawings.
 - **8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- ☐ **State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- ☐ **Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

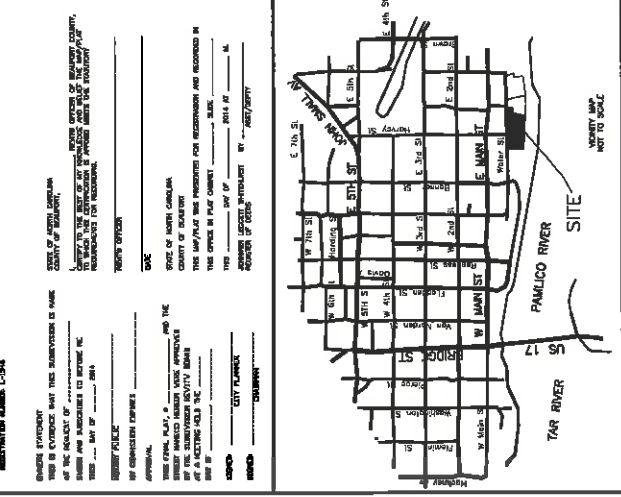
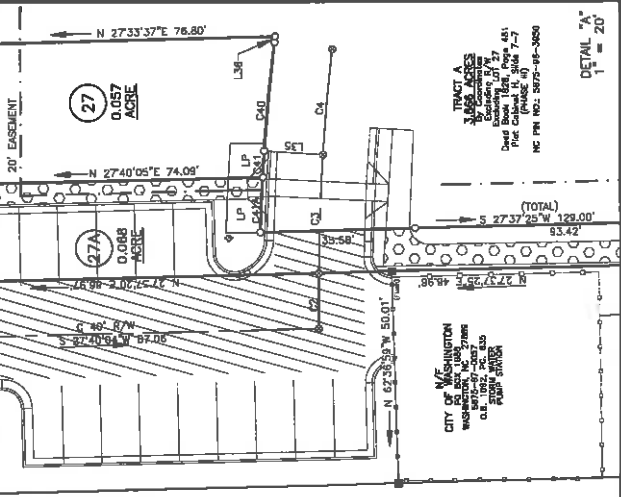
(Office Use Only)

Section (page)	Topic	Brief Description of Work
Chapter 5.0	New Construction	Construct new office building.
Section 5.1	Commercial Construction	



LINE TABLE			
Station	Distance	Angle	Distance
1+00	100.00	90°00'00"	100.00
2+00	200.00	90°00'00"	200.00
3+00	300.00	90°00'00"	300.00
4+00	400.00	90°00'00"	400.00
5+00	500.00	90°00'00"	500.00
6+00	600.00	90°00'00"	600.00
7+00	700.00	90°00'00"	700.00
8+00	800.00	90°00'00"	800.00
9+00	900.00	90°00'00"	900.00
10+00	1000.00	90°00'00"	1000.00

CURVE TABLE			
Station	Length	Offset	Offset
1+00	100.00	10.00	10.00
2+00	200.00	20.00	20.00
3+00	300.00	30.00	30.00
4+00	400.00	40.00	40.00
5+00	500.00	50.00	50.00
6+00	600.00	60.00	60.00
7+00	700.00	70.00	70.00
8+00	800.00	80.00	80.00
9+00	900.00	90.00	90.00
10+00	1000.00	100.00	100.00



Adjacent Property Owners – Moss Landing – Harbour Homes

Jim Nance
PO Box 2247
Washington, NC 27889

Stan Friedman
401 Moss Way Ste 301
Washington, NC 27889

Vickie Dotson
620 Duck Creek Rd
Washington, NC 27889

Moss Property Partners
1589 West 5th Street
Washington, NC 27889

Ms. Dee Congleton
210 Water Street
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Herman Gaskins Jr.
PO Box 933
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NC Estuarium
223 E. Water Street
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Charlie Hough
201 S. Academy Street
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William Toler
224 Water Street
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Rebecca Clark
203 S. Academy Street
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Richard H. Hodges
1537 Craig Street
Greenville, NC 27834

Litchfield Holdings, LLC
135 Harbor Road
Washington, NC 27889

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122 S. Harvey Street
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A.L. Crisp
122 S. Academy Street
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Charlotte N. Mason
119 S. Harvey Street
Washington, NC 27889

Victoria Rader
113 S. Harvey Street
Washington, NC 27889

Maurice M. Bridgeman
204 Yukon Street
Hampton, Va. 23663

Walter T. Hannah
1721 Anderson Street
Wilson, NC 27893

Margaret Gray Howdy
326 Water Street
Washington, NC 27889

Steve Gallo
300 Southberry Wynd
Greenville, NC 27834

Gary Shippy
109 Sonoma Valley Drive
Cary, NC 27518

Jeffrey Davis
315 Yadkin Drive
Raleigh, NC 27609

Steven Ballard
605 East 5th Street
Greenville, NC 27858

Dennis P. Kane
PO Box 1197
Island Heights, NJ 08732

Arthur Tyndall
110 S. Harvey Street
Washington, NC 27889

Cheryl V. Vaughn
210 S. Academy Street
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Dorothy Wheeler
512 Hickory Woods Way
Antioch, TN 37013

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207 S Academy Street
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Robert L Rose
309 Moss Way Ste 201
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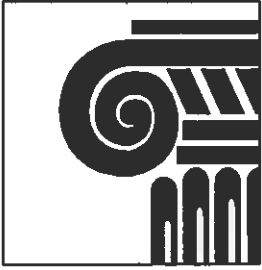
Robert Farrar
309 Moss Way Ste 203
Washington, NC 27889

Ronald L Faulk
309 Moss Way Ste 101
Washington, NC 27889

Bonnie Greenhalgh
309 Moss Way Ste 102
Washington, NC 27889

Lawrence Berman
309 Moss Way Ste 103
Washington, NC 27889

Jay D. Jacobs
401 Moss Way Ste 103
Washington, NC 27889



CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

COPY

August 24, 2015

Subject: Certificate of Appropriateness – Moss Landing – Lots #27, #32 & #33

Dear Adjoining Property Owner,

Whenever exterior construction work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities and adjacent property owners are required to be notified by the City of Washington. According to the application submitted by Moss Landing and Beacon Street Development your property is located adjacent to the above subject property. A request has been made by Beacon Street for a Certificate of Appropriateness to construct new single family dwellings on the property located on Lot #32 & Lot #33 and to construct a Marina Office on Lot #27 at Moss Landing on East Water Street.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 1, 2015

Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor. City Council Chambers.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Mr. John Rodman, Planning and Development, by phoning 975-9384 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert, Preservation Planner
Planning and Development

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Preservation Planner

Re: Lot #27 Moss Landing Homes – Construction of Moss Marina Office

A request has been made by Mr. Jim Wiley of Beacon Street Development for a Certificate of Appropriateness to construct a new Moss Marina Office structure on the property located at Lot #27 Moss Landing. Please review the Design Guidelines, specifically Section 5.0 New Construction Chapter 5.1 & Chapter 5.2.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new Moss Marina Office structure on the property located at Lot #27 Moss Landing Homes. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.1 & Chapter 5.2.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new Moss Marina Office structure on the property located at Lot #27 Moss Landing Homes. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.1 & Chapter 5.2. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new Moss Marina Office structure on the property located at Lot #27 Moss Landing Homes. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.1 & Chapter 5.2.

Moss Landing

Construction of Single Family Dwelling on Lot #32

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: Water & Harvey Streets - Moss Landing Development - Lot #32

Historic Property/Name (if applicable): N/A

Owner's Name: Beacon Street Development Co. - Jim Wiley

Lot Size: 52' feet by 120' feet. 0.14 acres
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Construct new single family two-story dwelling on Lot #32. The home will be consistent with other homes
in the District.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
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<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Jim Wiley - Beacon Street Development Co.
(Name of Applicant - type or print)

PO Box 6474 Raleigh, NC 27628
(Mailing Address) (Zip Code)

8/24/15 919-785-1445
(Date) (Daytime Phone Number)

Jim Wiley
(Signature of Applicant)

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(Minor Work Auth. Sig.) (Date)

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PROJECT CATEGORIES (check all that apply):

- ☐ Exterior Alteration ☐ Addition
☒ New Construction ☐ Demolition

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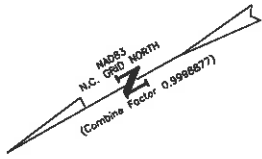
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- **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- **Description of Materials** (provide samples if appropriate).
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(Office Use Only)

Section (page)	Topic	Brief Description of Work
Chapter 5.0	New Construction	Construct new office building.
Section 5.2	Residential Construction	



STATE OF NORTH CAROLINA
COUNTY OF BEAUFORT
TO THE BEST OF MY KNOWLEDGE AND BELIEF THE MAP/PLAT
HEREIN IS A TRUE AND CORRECT REPRESENTATION OF THE
REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

DATE

STATE OF NORTH CAROLINA
COUNTY OF BEAUFORT

THIS MAP/PLAT WAS PREPARED FOR RECORDATION AND RECORDED IN
THIS OFFICE IN FULL COMPLIANCE WITH THE REQUIREMENTS OF
THE BEAUFORT COUNTY DEPARTMENT OF RECORDS AND DEEDS
ON _____ DAY OF _____ 2014 AT _____
RECORDED IN BOOK _____ PAGE _____ BY _____

**PRELIMINARY PLAT
NOT FOR RECORDATION, CONVEYANCES,
SALES OR FINAL DESIGN.**
**THIS DRAWING IS AN ELECTRONIC FILE
FOR VIEWING ONLY.**

- EXISTING IRON PIPE
 - EXISTING REBAR
 - EXISTING RR SPUR (Under Asphalt)
 - EXISTING MAG NAIL
 - SET REBAR & CIP
 - NO POINT SET
 - NOGS STATION
 - "X" SCURED IN CONCRETE
 - FIRE HYDRANT
 - AERIAL LIGHT
 - CABLE TV
 - ELECTRICAL BOX
 - ELECTRICAL CONDUIT
 - IRRIGATION CONTROL VALVE
 - LIFT STATION
 - SEWER MANHOLE
 - SEWER VALVE
 - TELEPHONE PEDISTAL
 - "4" TREE
- PROPERTY SERVED BY COMMUNITY WATER & SEWER
ELEVATIONS REFERENCED TO NOGS "HARVEY 1985"
AND ADJUSTED TO 1985 ELEVATION 11.89 FT.
NOGS "HARVEY 1985" HAS BEEN DESTROYED SINCE INITIAL SITE ELEVATIONS.



GRAPHIC SCALE - FEET

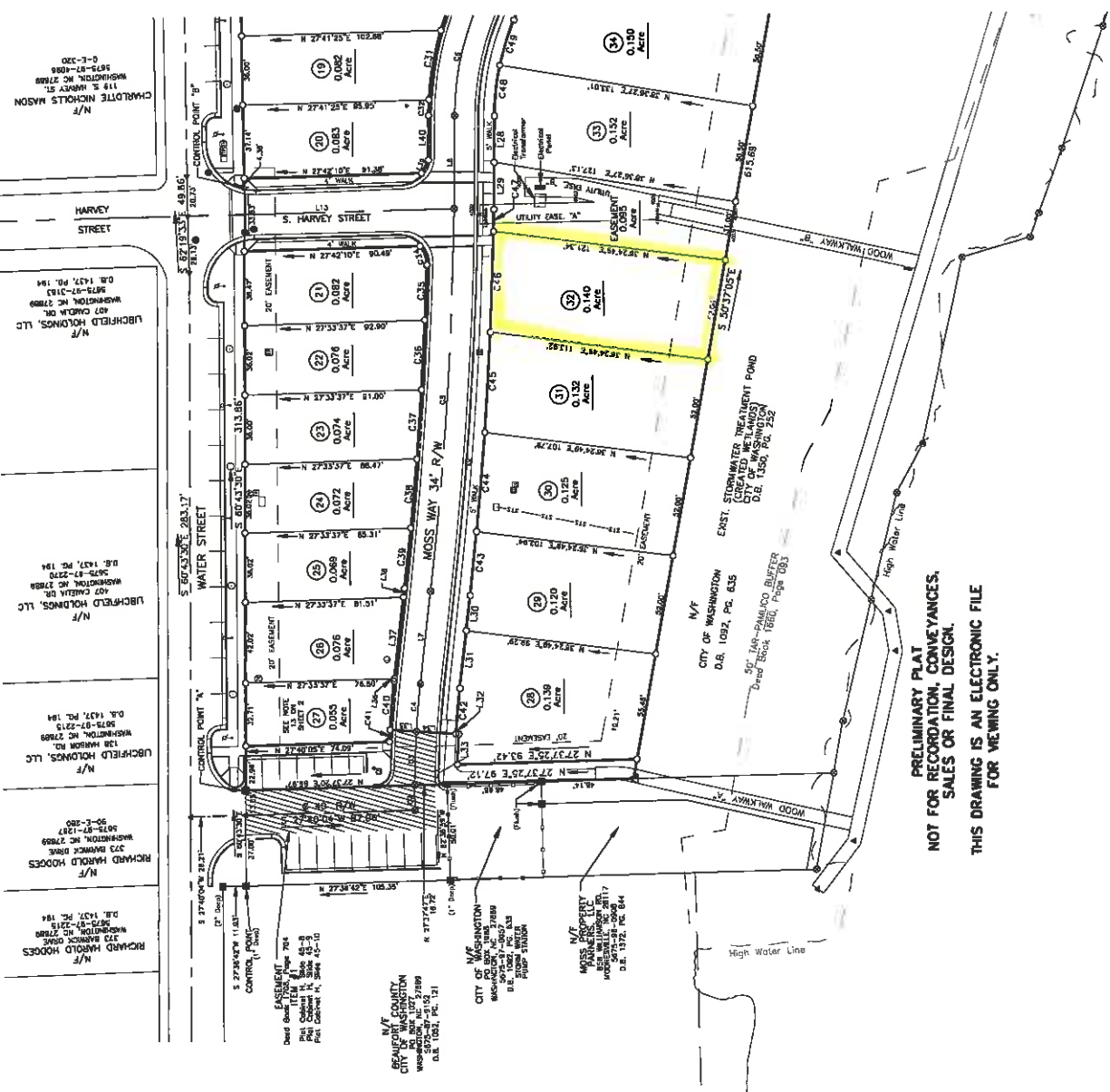
SHEET TITLE: SHEET 4 OF 5



**MOSS LANDING
HARBOUR HOMES**

PHASE II
LOTS 21 THROUGH 33

946-3462
4400 S. HAVEN RD.
WACONNE, NC 27887
NAYO AND ASSOCIATES, P.A.
LAND SURVEYING
WACONNE, NC 27886
DATE: _____
SCALE: 1" = 40'
COUNTY: BEAUFORT TWP: WASHINGTON



**PRELIMINARY PLAT
NOT FOR RECORDATION, CONVEYANCES,
SALES OR FINAL DESIGN.**
**THIS DRAWING IS AN ELECTRONIC FILE
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Adjacent Property Owners – Moss Landing – Harbour Homes

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224 Water Street
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Gary Shippy
109 Sonoma Valley Drive
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Jeffrey Davis
315 Yadkin Drive
Raleigh, NC 27609

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Antioch, TN 37013

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Ronald L Faulk
309 Moss Way Ste 101
Washington, NC 27889

Bonnie Greenhalgh
309 Moss Way Ste 102
Washington, NC 27889

Lawrence Berman
309 Moss Way Ste 103
Washington, NC 27889

Jay D. Jacobs
401 Moss Way Ste 103
Washington, NC 27889



CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

COPY

August 24, 2015

Subject: Certificate of Appropriateness – Moss Landing – Lots #27, #32 & #33

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Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor. City Council Chambers.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Mr. John Rodman, Planning and Development, by phoning 975-9384 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert, Preservation Planner
Planning and Development

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Preservation Planner

Re: Lot #32 Moss Landing Homes – Construction of a single family dwelling

A request has been made by Mr. Jim Wiley of Beacon Street Development for a Certificate of Appropriateness to construct a new single family dwelling on the property located at Lot #32 Moss Landing Homes. Please review the Design Guidelines, specifically Section 5.0 New Construction Chapter 5.2 Residential Construction.

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or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new single family dwelling on the property located at Lot #32 Moss Landing Homes. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.2 Residential Construction.

Moss Landing

**Construction of Single
Family Dwelling on
Lot #33**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: Water & Harvey Streets - Moss Landing Development - Lot #33

Historic Property/Name (if applicable): N/A

Owner's Name: Beacon Street Development Co. - Jim Wiley

Lot Size: 50' feet by 130' feet. 0.15 acres
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Construct new single family two-story dwelling on Lot #33. The home will be consistent with other homes
in the District.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Jim Wiley - Beacon Street Development Co.
(Name of Applicant - type or print)

PO Box 6474 Raleigh, NC 27628
(Mailing Address) (Zip Code)

8/24/15 919-785-1445
(Date) (Daytime Phone Number)

Jim Wiley
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

PROJECT CATEGORIES (check all that apply):

- ☐ Exterior Alteration ☐ Addition
☒ New Construction ☐ Demolition

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

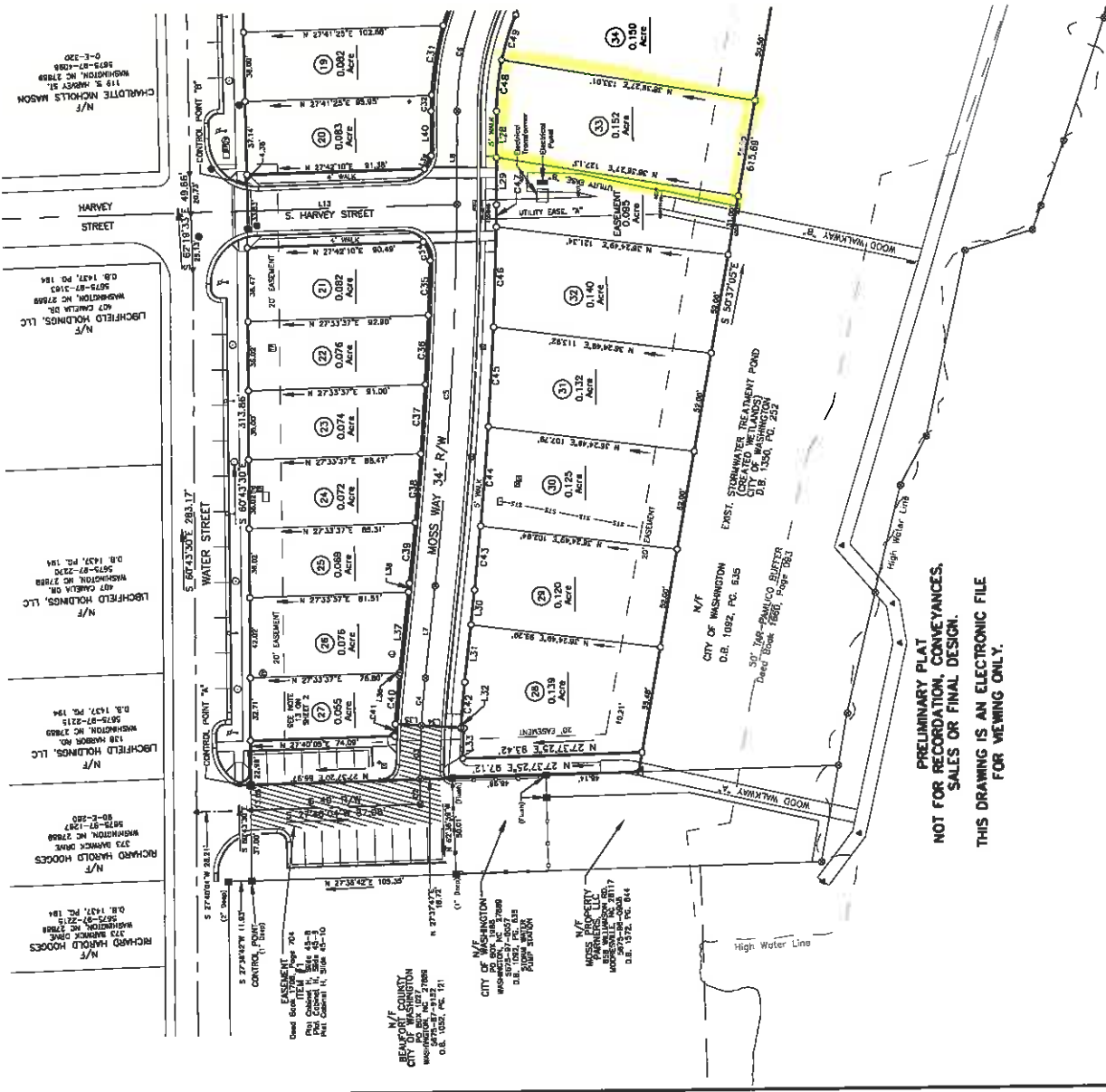
SUPPORTING INFORMATION:

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. (Leave the checkbox blank if the item is not applicable).

- **Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- **Description of Materials** (provide samples if appropriate).
- ☐ **Photographs** of existing conditions.
- **Drawings** showing proposed work. Include one set of full size drawings when available.
 - ☐ **Plan** drawings.
 - **Elevation** drawings showing the new façade(s).
 - **Dimensions** shown on drawings.
 - **8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- ☐ **State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- ☐ **Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

(Office Use Only)

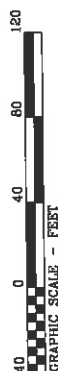
Section (page)	Topic	Brief Description of Work
Chapter 5.0	New Construction	Construct new office building.
Section 5.2	Residential Construction	



PRELIMINARY PLAT
NOT FOR RECORDATION, CONVEYANCES,
SALES OR FINAL DESIGN.
THIS DRAWING IS AN ELECTRONIC FILE
FOR VIEWING ONLY.

- EXISTING IRON PIPE
 ■ EXISTING REBAR
 ▲ EXISTING R/S PIPE (Under Asphalt)
 ▨ EXISTING MAG. MALL
 ○ SET REBAR & CAP
 ▲ NO POINT SET
 ▲ NGCS STATION
 * "X" SPOURED IN CONCRETE
 ▲ FIRE HYDRANT
 ▲ FIRM LIGHT
 ▲ PROPERTY SERVED BY COMMUNITY WATER & SEWER
 ▲ PROPERTY REFERENCED TO NGCS HARRY 1149 FT.
 ▲ AND ADJUSTED TO NAVD 1985 ELEVATION 1149 FT.
- CABLE TV
 □ ELECTRICAL BOX
 □ ELECTRICAL CONDUIT
 ○ IRRIGATION CONTROL VALVE
 ○ LIFT STATION
 ○ SERVER MANHOLE
 S. SEWER VALVE
 □ TELEPHONE PEDestal
 ○ 4" TREE

NGCS "HARVEY 1965" HAS BEEN DESTROYED SINCE INITIAL SITE ELEVATIONS. AND ADJUSTED TO NAVD 1988 ELEVATION 11.89 FT.



SHEET TITLE: SHEET 4 OF 5



KEY FOR:
MOSS LANDING
HARBOUR HOMES

PHASE II
NOTES 21 THROUGH 33

Q521 946-3469 License No. C-1623 Q522 289-0872
Washington, NC NEW BRW, NC

1989 APR 17 South
MAYO AND ASSOCIATES, P.A.
 LAND SURVEYING
 WANCHEBORO, NC 28586

DATE:	SCALE: 1" = 40'	PROJECT NO: 2014-023
-------	-----------------	----------------------

STATE: NC	COUNTY: BEAUFORT	TWP: WASHINGTON
-----------	------------------	-----------------

Adjacent Property Owners – Moss Landing – Harbour Homes

Jim Nance
PO Box 2247
Washington, NC 27889

Stan Friedman
401 Moss Way Ste 301
Washington, NC 27889

Vickie Dotson
620 Duck Creek Rd
Washington, NC 27889

Moss Property Partners
1589 West 5th Street
Washington, NC 27889

Ms. Dee Congleton
210 Water Street
Washington, NC 27889

Herman Gaskins Jr.
PO Box 933
Washington, NC 27889

NC Estuarium
223 E. Water Street
Washington, NC 27889

Charlie Hough
201 S. Academy Street
Washington, NC 27889

William Toler
224 Water Street
Washington, NC 27889

Rebecca Clark
203 S. Academy Street
Washington, NC 27889

Richard H. Hodges
1537 Craig Street
Greenville, NC 27834

Litchfield Holdings, LLC
135 Harbor Road
Washington, NC 27889

Dianna Aideuis
122 S. Harvey Street
Washington, NC 27889

A.L. Crisp
122 S. Academy Street
Washington, NC 27889

Charlotte N. Mason
119 S. Harvey Street
Washington, NC 27889

Victoria Rader
113 S. Harvey Street
Washington, NC 27889

Maurice M. Bridgeman
204 Yukon Street
Hampton, Va. 23663

Walter T. Hannah
1721 Anderson Street
Wilson, NC 27893

Margaret Gray Howdy
326 Water Street
Washington, NC 27889

Steve Gallo
300 Southberry Wynd
Greenville, NC 27834

Gary Shippy
109 Sonoma Valley Drive
Cary, NC 27518

Jeffrey Davis
315 Yadkin Drive
Raleigh, NC 27609

Steven Ballard
605 East 5th Street
Greenville, NC 27858

Dennis P. Kane
PO Box 1197
Island Heights, NJ 08732

Arthur Tyndall
110 S. Harvey Street
Washington, NC 27889

Cheryl V. Vaughn
210 S. Academy Street
Washington, NC 27889

Dorothy Wheeler
512 Hickory Woods Way
Antioch, TN 37013

Richard Couch
207 S Academy Street
Washington, NC 27889

Robert L Rose
309 Moss Way Ste 201
Washington, NC 27889

Emerson Strader
309 Moss Way Ste 202
Washington, NC 27889

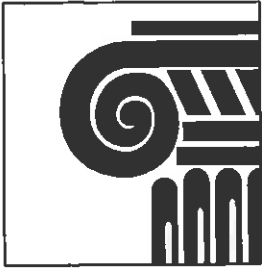
Robert Farrar
309 Moss Way Ste 203
Washington, NC 27889

Ronald L Faulk
309 Moss Way Ste 101
Washington, NC 27889

Bonnie Greenhalgh
309 Moss Way Ste 102
Washington, NC 27889

Lawrence Berman
309 Moss Way Ste 103
Washington, NC 27889

Jay D. Jacobs
401 Moss Way Ste 103
Washington, NC 27889



CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

COPY

August 24, 2015

Subject: Certificate of Appropriateness – Moss Landing – Lots #27, #32 & #33

Dear Adjoining Property Owner,

Whenever exterior construction work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities and adjacent property owners are required to be notified by the City of Washington. According to the application submitted by Moss Landing and Beacon Street Development your property is located adjacent to the above subject property. A request has been made by Beacon Street for a Certificate of Appropriateness to construct new single family dwellings on the property located on Lot #32 & Lot #33 and to construct a Marina Office on Lot #27 at Moss Landing on East Water Street.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 1, 2015

Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor. City Council Chambers.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Mr. John Rodman, Planning and Development, by phoning 975-9384 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert, Preservation Planner
Planning and Development

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Preservation Planner

Re: Lot #33 Moss Landing Homes – Construction of a single family dwelling

A request has been made by Mr. Jim Wiley of Beacon Street Development for a Certificate of Appropriateness to construct a new single family dwelling on the property located at Lot #33 Moss Landing Homes. Please review the Design Guidelines, specifically Section 5.0 New Construction Chapter 5.2 Residential Construction.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new single family dwelling on the property located at Lot #33 Moss Landing Homes. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.2 Residential Construction.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new single family dwelling on the property located at Lot #33 Moss Landing Homes. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.2 Residential Construction. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Jim Wiley of Beacon Street Development to construct a new single family dwelling on the property located at Lot #33 Moss Landing Homes. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 5.0 New Construction Chapter 5.2 Residential Construction.

**315 West 2nd
Street**

**The Use of Hardi-plank
for Siding on the
Front Façade**

**Replace windows with
vinyl windows**

Staff Report

315 West Second Street

The application for the property located at 315 West Second Street is requesting approval to install hardi-plank siding on the front façade of the structure and new vinyl windows. Hardi-plank is factory-primed fiber-cement lap siding available in a variety of styles and textures.

Chapter 3 Section 1 in the Design Guidelines discusses how wall type is one of the most distinguishing characteristics of historic buildings including materials, form, color, and architectural detailing. The application of engineered or synthetic siding hides or obscures that historic architectural detailing. The application of synthetic siding materials to historic structures is **prohibited** in Washington's historic district. Subsection 3.1.2 states that if an original wall feature must be replaced, the new feature should match the original in size, profile, material, and texture.

Chapter 3 Section 4 in the Design Guidelines discusses fenestrations and the importance of their preservation of a structure. Vinyl or substitute siding applied to a home can often obscure architectural details of a window surround. Retain and preserve historic windows. Any elements associated with historic windows and doors shall be retained and preserved including frames, trim, sashes, muntins, glass, lintels, shutters, and hardware. If replacement of a window or door unit is necessary, the new unit should be replaced to match the original in size, scale, material, detail, pane and/or panel configurations. Replacement of a multi-light window with a single-pane sash or replacing multi-sash windows with only one sash is prohibited.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 317 & 319 West 2nd Street

Historic Property/Name (if applicable): _____

Owner's Name: James F Bagwell

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace windows with vinyl windows.
Install 5/8 Hardie Plank on the street elevation

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Pat Griffin
(Name of Applicant - type or print)

414 Lodge Rd, Washington, NC 27889
(Mailing Address) (Zip Code)

8/18/2015 252-946-7700
(Date) (Daytime Phone Number)

Pat Griffin
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Beaufort County Property Photos

PIN: 01016718

Photo: 01016718.jpg

01-016718



Copyright 2015 by Mobile311, LLC

**Parcels****Property Land Owners****Interior Tract Lines****Centerlines****County Line****County Line (Solid)****State**

<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
6644	01016718	5675-78-5843
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-78-5843	BAGWELL REALTY BEAUFORT LLC	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
P O BOX 1901		GREENVILLE
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27835	315 W 2ND ST
<u>ACRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
0	867384	567508
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
4	04/01/2004	1385/0941
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
133400	88952	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
222352	A1	ZONE1 AVERAGE
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>STAMPS</u>
<u>SALE PRICE</u>	<u>ZONE</u>	<u>LAND USE</u>
	B1H	
<u>DISTRICT</u>	<u>PROP DESC</u>	<u>MBL</u>
1	1 LOT 315 WEST 2ND STREET & REAR LOT	567508457
		<u>EXEMPT AMT</u>
<u>ROAD TYPE</u>	<u>YR BUILT</u>	<u>SQ FT</u>
P	1900	3044
<u>NBR BED</u>	<u>NBR BATHS</u>	<u>EFF YR</u>
0	2	1960
<u>EXEMPT PROP</u>	<u>CENSUS BLOCK</u>	<u>FLOOD PLAIN</u>
<u>NBR STORIES</u>	<u>NBR HALF BATHS</u>	
3		

Beaufort County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only and is not intended to constitute a legal record nor should it be substituted for the advice or services of industry professionals. The County of Beaufort and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Beaufort County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.





Adjacent Property Owners – 315 & 319 West 2nd Street

Rivertowne Properties
328 West Main Street
Washington, NC 27889

Jeffrey Furst
129 Van Norden Street
Washington, NC 27889

David Harrison
119 Van Norden Street
Washington, NC 27889

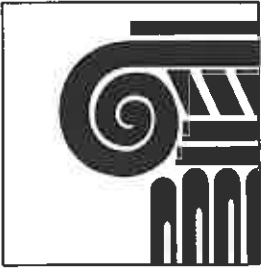
City of Washington
PO Box 1988
Washington, NC 27889

Archie Jennings
328 West Main Street
Washington, NC 27889

Ronald Clark
334 West Main Street
Washington, NC 27889

First United Methodist Church
304 West 2nd Street
Washington, NC 27889

Fred Larson
316 West Main Street
Washington, NC 27889



CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

August 24, 2015

Subject: Certificate of Appropriateness – 315 & 319 West 2nd Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Pat Griffin your property is located within 100 feet of the above subject property. A request has been made by Mr. Griffin for a Certificate of Appropriateness to replace the existing windows with vinyl windows and replace the wood siding on the front façade with hardi-plank siding to match the replaced siding on the structures located at 315 & 319 West 2nd Street.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 1, 2015

Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Ms. Emily Rebert, Planning and Development by phoning 975-9383 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert, Preservation Planner
Planning and Development

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 315 West 2nd Street- Replacement of siding and windows.

A request has been made by Mr. Pat Griffin for a Certificate of Appropriateness to install hardi-plank siding and vinyl windows on the front façade of the structure at 315 West Second Street to match the existing structure. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings, Subsection 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Pat Griffin, to install hardi-plank siding and vinyl windows on the front façade of the structure at 315 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Existing Building Subsection, 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.**

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Pat Griffin, to install hardi-plank siding and vinyl windows on the front façade of the structure at 315 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Existing Building Subsection, 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Pat Griffin, to install hardi-plank siding and vinyl windows on the front façade of the structure at 315 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Existing Building Subsection, 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.**

**319 West 2nd
Street**

**The Use of Hardi-plank
for Siding on the
Front Façade**

**Replace windows with
vinyl windows**

Staff Report

319 West Second Street

The application for the property located at 319 West Second Street is requesting approval to install hardi-plank siding on the front façade of the structure and new vinyl windows. Hardi-plank is factory-primed fiber-cement lap siding available in a variety of styles and textures.

Chapter 3 Section 1 in the Design Guidelines discusses how wall type is one of the most distinguishing characteristics of historic buildings including materials, form, color, and architectural detailing. The application of engineered or synthetic siding hides or obscures that historic architectural detailing. The application of synthetic siding materials to historic structures is **prohibited** in Washington's historic district. Subsection 3.1.2 states that if an original wall feature must be replaced, the new feature should match the original in size, profile, material, and texture.

Chapter 3 Section 4 in the Design Guidelines discusses fenestrations and the importance of their preservation of a structure. Vinyl or substitute siding applied to a home can often obscure architectural details of a window surround. Retain and preserve historic windows. Any elements associated with historic windows and doors shall be retained and preserved including frames, trim, sashes, muntins, glass, lintels, shutters, and hardware. If replacement of a window or door unit is necessary, the new unit should be replaced to match the original in size, scale, material, detail, pane and/or panel configurations. Replacement of a multi-light window with a single-pane sash or replacing multi-sash windows with only one sash is prohibited.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 317 & 319 West 2nd Street

Historic Property/Name (if applicable): _____

Owner's Name: James F Bagwell

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace windows with vinyl windows.
Install 5/8 Hardie Plank on the street elevation

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Pat Griffin
(Name of Applicant - type or print)
414 Lodge Rd, Washington, NC 27889
(Mailing Address) (Zip Code)
8/18/2015 252-946-7700
(Date) (Daytime Phone Number)
Pat Griffin
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Beaufort County Property Photos

PIN: 01016717

Photo: 01016717.jpg



Copyright 2015 by Mobile311, LLC

**Parcels****Property Land Owners****Interior Tract Lines****Centerlines****County Line****County Line (Solid)****State**

<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
6643	01016717	5675-78-5828
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-78-5828	BAGWELL REALTY BEAUFORT LLC	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
P O BOX 1901		GREENVILLE
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27835	319 W 2ND ST
<u>ACRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
0	867384	567508
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	04/01/2004	1385/0941
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
65790	102001	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
167791	A1	ZONE1 AVERAGE
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>STAMPS</u>
<u>SALE PRICE</u>	<u>ZONE</u>	<u>LAND USE</u>
	B1H	
<u>DISTRICT</u>	<u>PROP DESC</u>	<u>MBL</u>
1	1 LOT 319 WEST 2ND STREET	567508456
<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>	<u>YR BUILT</u>
	P	1860
<u>SQ FT</u>	<u>NBR BED</u>	<u>NBR BATHS</u>
3324	0	2
<u>EFF YR</u>	<u>EXEMPT PROP</u>	<u>CENSUS BLOCK</u>
1962		
<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>	<u>NBR HALF BATHS</u>
	3	0

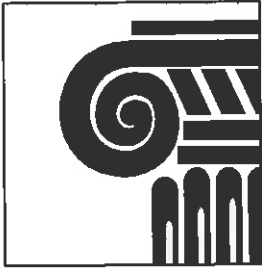
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CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

August 24, 2015

Subject: Certificate of Appropriateness – 315 & 319 West 2nd Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Pat Griffin your property is located within 100 feet of the above subject property. A request has been made by Mr. Griffin for a Certificate of Appropriateness to replace the existing windows with vinyl windows and replace the wood siding on the front façade with hardi-plank siding to match the replaced siding on the structures located at 315 & 319 West 2nd Street.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 1, 2015

Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Ms. Emily Rebert, Planning and Development by phoning 975-9383 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert, Preservation Planner
Planning and Development

Adjacent Property Owners – 315 & 319 West 2nd Street

Rivertowne Properties
328 West Main Street
Washington, NC 27889

Jeffrey Furst
129 Van Norden Street
Washington, NC 27889

David Harrison
119 Van Norden Street
Washington, NC 27889

City of Washington
PO Box 1988
Washington, NC 27889

Archie Jennings
328 West Main Street
Washington, NC 27889

Ronald Clark
334 West Main Street
Washington, NC 27889

First United Methodist Church
304 West 2nd Street
Washington, NC 27889

Fred Larson
316 West Main Street
Washington, NC 27889

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 319 West 2nd Street- Replacement of siding and windows.

A request has been made by Mr. Pat Griffin for a Certificate of Appropriateness to install hardi-plank siding and vinyl windows on the front façade of the structure at 319 West Second Street to match the existing structure. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings, Subsection 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Pat Griffin, to install hardi-plank siding and vinyl windows on the front façade of the structure at 319 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Existing Building Subsection, 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.**

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Pat Griffin, to install hardi-plank siding and vinyl windows on the front façade of the structure at 319 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Existing Building Subsection, 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Pat Griffin, to install hardi-plank siding and vinyl windows on the front façade of the structure at 319 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Existing Building Subsection, 3.1 Exterior Walls, 3.2 Wood Materials, and 3.4 Windows and Doors.**

**118 S. Academy
Street**

Pine Tree Removal

Staff Report

118 South Academy Street

The application for the property located at 118 South Academy Street has submitted a request to remove a pine tree on the south side of the property.

The pine tree's root system is beginning to break up the driveway and causing damage. The tree stands next on the edge of the property, next to the neighbor's garage. It is possible the root system is causing damage to that foundation as well. Though not professionally confirmed, the tree is not as healthy as others on the property and could be deteriorating.

The Design Guidelines discusses tree removal in Section 4.1.8 and 4.1.9. It states the removal of significant trees should be done if it has a disease, storm damage, or is a safety hazard to historic structures. Once the tree is removed, the home owner has sixty days to replace it with another suitable species.

11/2/15

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 118 SOUTH ACADEMY STREET

Historic Property/Name (if applicable): _____

Owner's Name: MARY ELIZABETH HAUBENREISER

Lot Size: ± 58' feet by ± 103' feet.
(width) (depth)

Brief Description of Work to be Done:

REMOVAL OF PINE ON SOUTH SIDE OF PROPERTY APPROXIMATELY
2 FEET FROM PROPERTY LINE.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

MARY ELIZABETH HAUBENREISER
(Name of Applicant - type or print)
118 S ACADEMY STREET
(Mailing Address) (Zip Code)
8-20-15 833 4049
(Date) (Daytime Phone Number)
Mary Elizabeth Haubenreiser
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Beaufort County Property Photos

PIN: 01016277

Photo: 01016277.jpg



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Parcels



Property Land Owners



Interior Tract Lines

Centerlines

County Line



County Line (Solid)

State

<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
7088	01016277	5675-96-8917
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-96-8917	HAUBENREISER MARY ELIZABETH	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
118 S ACADEMY STREET		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27889	S ACADEMY ST
<u>ACRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
0	883550	567512
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	03/30/2007	1577/0913
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
39600	106760	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
146360	H	HISTORICAL
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>STAMPS</u>
		435
<u>SALE PRICE</u>	<u>ZONE</u>	<u>LAND USE</u>
217500	RHD	
<u>DISTRICT</u>	<u>PROP DESC</u>	<u>MBL</u>
1	LOT L B WYNNE	56751220
<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>	<u>YR BUILT</u>
	P	1960
<u>SQ FT</u>	<u>NBR BED</u>	<u>NBR BATHS</u>
1800	3	1
<u>EFF YR</u>	<u>EXEMPT PROP</u>	<u>CENSUS BLOCK</u>
1990		
<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>	<u>NBR HALF BATHS</u>
	1	0

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Adjacent Property Owners – 118 South Academy Street

Crystal Phillips
331 East Main Street
Washington, NC 27889

Clay Carter
325 East Main Street
Washington, NC 27889

Annette Jefferson
323 East Main Street
Washington, NC 27889

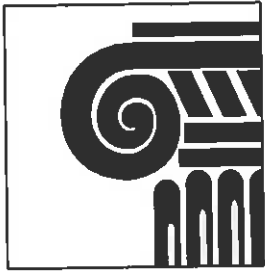
Jerry Bienes
754 McCotters Marina Road
Washington, NC 27889

Margaret Gray Howdy
326 Water Street
Washington, NC 27889

A.L. Crisp
122 South Academy Street
Washington, NC 27889

Litchfield Holdings
135 Harbor Road
Washington, NC 27889

David Clark
401 East Main Street
Washington, NC 27889



CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

August 24, 2015

Subject: Certificate of Appropriateness – 118 South Academy Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities and adjacent property owners are required to be notified by the City of Washington. According to the application submitted by Mary Elizabeth Haubenreiser your property is located adjacent to the above subject property. A request has been made by Ms. Haubenreiser for a Certificate of Appropriateness to remove a pine tree on the south side of the property located at 118 South Academy Street.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, September 1, 2015

Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor. City Council Chambers.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Mr. John Rodman, Planning and Development, by phoning 975-9384 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert, Preservation Planner
Planning and Development

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 118 South Academy Street has submitted a request to remove a pine tree on the south side of the property.

A request has been made by Mary Elizabeth Haubenreiser to remove a pine tree on the south side of the property located at 118 South Academy Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Haubenreiser *to remove a pine tree located on the south side of the property located at 118 South Academy Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.***

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Haubenreiser *to remove a pine tree located on the south side of the property located at 118 South Academy Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.*** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Ms. Haubenreiser *to remove a pine tree located on the south side of the property located at 118 South Academy Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping.***

MINOR WORKS

August Minor Works
Presented in September

14-Aug	Thomp Litchfield	519 E. Main ST	1Sep	Repalce split heat pump
12-Aug	Ambrose Buck Lewis	227 E 2nd ST	1Sep	Repair settling wall on garage. Re-lay footing and use like materials
27-Jul	Jay Boyd	109 Gladden ST	1Sep	Install condenser for A/C only system
17-Jul	Kimberly E. Lee	412 W Main ST	1Sep	Garage repairs
18-Aug	Jim Fortescue	239 W Main ST	1Sep	Replace split heat pump
14-Aug	Joe Wilberscheid	424 E. 2nd ST	1Sep	Replace straight AC furnace
14-Aug	Don Stroud	127 E 2nd ST	1Sep	Replace roofing materials with the same new material

OTHER BUSINESS

4.6 Fences and Walls

Many different types of fencing and walls can be found in the historic district including low masonry walls, wooden picket and privacy fences, and wrought iron fences and gates. In residential areas, fences and walls were used historically to enclose yard areas and define property lines. In commercial areas, fences and walls can be used to screen service areas and parking lots. Fences are prominent landscape features and should be constructed in a manner and design that is sensitive to the character of the historic structure and district. The introduction of new fences and walls should be handled with concern for design, materials, height, details, color and placement. The applicant requesting permission to erect a fence or wall shall submit a site plan locating the fence or wall configuration and a scaled elevation drawing. ***The applicant shall also be present at the HPC meeting so they will be available for questioning by the Commission, neighbors, or members of the audience.*** A photograph from the public right of way is required for any proposed fencing. ***All fences and walls shall be approved by the Historic Preservation Commission as Major Works.***



Fence and Wall Guidelines

- 4.6.1** Retain and preserve historic fences and walls whenever possible including gates, hardware, cast or wrought iron details, ornamental pickets, etc.



- 4.6.2** Wood, brick, stone, decorative block, ***ornamental aluminum or iron***, and equivalent materials

of authentic design are appropriate fencing materials in the Historic District. Welded Wire, vinyl, and chain link, **post and rope or chain** fences are not allowed.

4.6.3 Deteriorated fence and wall elements should be repaired rather than replaced. **If more than 50%, deteriorated or destroyed, fence and wall elements should be replaced according to new guidelines.** New elements should match the original in material, texture, and design.

4.6.4 Repairs to existing chain link fences may be allowed up to 50% of a fence run (area between right angles). If 50% or greater of any linear feet of chain link fence run is damaged or otherwise requires repair, **the entire chain link fence that fence run** shall be removed and it replaced, shall be with a new fence made of material other than chain link and consistent with these guidelines.

4.6.5 Fences and walls should be properly maintained according to guidelines for masonry, wood, and metal.

4.6.6 New fences and walls **in the front facade** should be of a design that is appropriate to the architectural style and period of the historic structure.

4.6.7 Front yard **wooden** fences **and wooden** fences erected adjacent to a main street or a

side street should be of an open design, such as picket and no greater than four (4) feet in height **and painted or stained white.** It is prohibited to use solid privacy fences in front yards. Split rail, basket weave, lattice and shadowbox are also prohibited.



4.6.8 Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed ~~six (6)~~ **five (5)** feet in height. **If a wood privacy fence is selected, it should be of a shadowbox style or the spaces between boards should be no less than one (1) inch.**



4.6.9 A rear yard privacy fence shall place the framing for the fence to the inside facing the owner's property. The outside **and inside** of all wooden rear yard privacy fences shall be finished using an opaque stain or paint. If painted, the color shall be compatible with the structure. **painted white or stained white or opaque. No privacy fence can extend beyond the rear corner of the house. (figure 4.1)**

4.6.10 All newly constructed wooden fences which are parallel to a main street or side street shall be finished using an opaque stain or painted. If painted, the color shall be compatible with the structure. **must be painted white or stained white. Both sides of the fence will be painted.**



4.6.11 4.6.10 It is inappropriate to construct walls and fences on the waterfront that obstruct views and vistas from the historic district or from the water. No privacy fence that exceeds four (4') feet in height

~~shall be allowed in the side or rear yards of property located south of Main Street. Areas south of Main Street, which have water views and vistas from the historic district or from the water, shall not be allowed to block a view by constructing a privacy fence that exceeds four (4) feet in height in the side or rear yard.~~

4.6.12 4.6.11 The use of plant screenings, in the form of hedgerows and landscaping, is encouraged as an alternative to fences and walls. Any such plantings shall comply with the height and location standards of these guidelines.



4.6.13 4.6.12 Fences and walls should be used to screen service areas, refuse receptacles, and parking lots in the commercial areas. **Fences should follow the same guidelines as in the residential areas. In the screening of smaller commercial utility areas, refuse receptacles, and such, shadow box fencing and/or brick walls shall be**

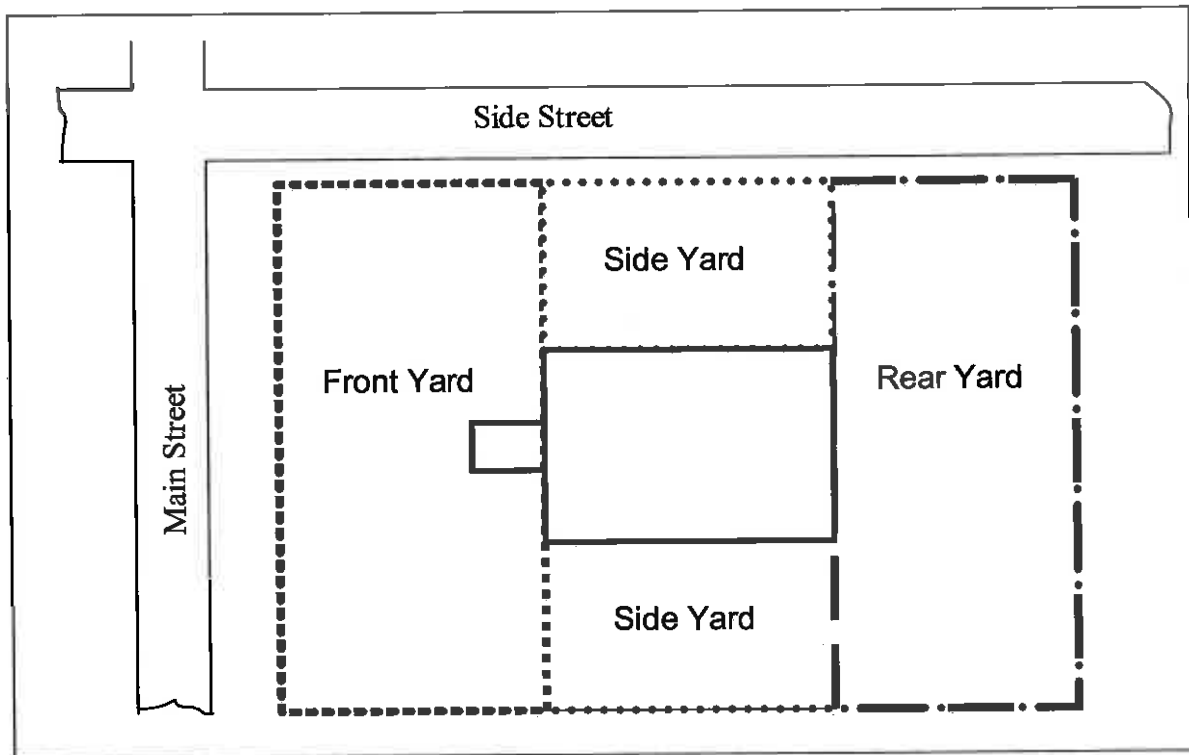
preferred materials, and shall not exceed 3" in height above said utility. In other respects these screenings shall adhere to the same historic guidelines as in residential areas. Parking lot walls shall be of brick, not to exceed 3 feet in height. Large dumpsters shall be surrounded on ALL sides by commercial grade vinyl or wood fencing, dark in color, and shall be no taller than 3" above the dumpsters

- 4.6.14** **4.6.13** Masonry walls that were historically unpainted should not be painted. Repainting previously painted masonry walls is permitted.



- 4.6.15** **4.6.14** Retaining walls, when visible from a public right-of-way, must be constructed of brick or stone. Landscape timbers and railroad ties may be used when they are not visible from the public right-of-way.

- 4.6.16** **4.6.15** When shielding residential utilities, areas shall follow the existing guidelines for fences and walls, and shall not exceed 3" above the height of the utility.



*Typical Yard Layout
(figure 4.1)*

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting – Minutes
Tuesday, August 4, 2015
7:00 pm

Members Present

Mary Pat Musselman Ed Hodges
Judi Hickson Monica Ferrari

Members Absent

Stacey Thalmann
Geraldine McKinley
Seth Shoneman

Others Present

John Rodman, Director
Jessica Green, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

Judi Hickson made a motion to accept the amended agenda. Her motion was seconded by Mary Pat Musselman and all voted in favor.

IV. Old Business – Major Works

1. None

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Mr. Scott Campbell, acting as agent for Calvin McLean, for a Certificate of Appropriateness to add a window/dormer to the rear of the 2nd floor to match the front of the structure located at 121 East 2nd Street.

Scott Campbell came forward and was sworn in. Mr. Campbell explained that this property is currently under contract and is scheduled to close in the next couple of weeks. He stated that due to the significant amount of architectural plans that Mr. McLean will have to submit, Mr. McLean asked Mr. Campbell to present this one request to the Commission. Once this item is approved it will be added to the architectural plans for the property. Mr. Campbell explained that Mr. McLean would like to turn the 2nd floor of the structure into a residential living area for himself. He stated that they would like to place a window on the back/south side of the building to match the window on the front of the structure. Mr. Campbell then presented the Commission with photos of the structure and explained where the proposed window/dormer would be located. Ed Hodges asked what the house will be used for. Mr. Campbell stated that Mr. McLean wishes to work towards putting residential apartments in the structure and also maintaining a residence for himself.

The Chairman opened the floor. With no one coming forward the floor was closed.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Scott Campbell acting as agent for Calvin McLean, to add a window/dormer to the rear of the 2nd floor to match the front of the structure located at 121 East 2nd Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.4 Windows and Doors. Her motion was seconded by Mary Pat Musselman. All voted in favor and the motion carried.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for "On the Waterfront" Restaurant to change out the 5 ton gas pack on the rear of the building located at One Harding Square.
2. A request has been made and approved by staff for a Certificate of Appropriateness for Ms. Billie Mallison to replace the current flat roof with a flat roof of TPO on the building located at Eureka Square Condos, 819 & 805 West 2nd Street.
3. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Bobby Roberson to repair the existing siding with like and repair the windows on the structure located at 235 East Main Street.
4. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Swanson Graves to: (1) remove aluminum siding and replace with hardi-plank; (2) replace shingle roof with shingles to match house; and (3) repair windows and doors on the accessory structure at the house located at 727 Short Drive.
5. A request has been made and approved by staff for a Certificate of Appropriateness for Travis Stephenson, representing Havens Wharf, to add a new freestanding sign 5.5' x 3.5' to the front of the property.

Judi Hickson made a motion to approve all the minor works. Her motion was seconded by Mary Pat Musselman. All voted in favor and the motion carried.

VI. Other Business

1. New Historic Planner

John Rodman introduced Emily Rebert, the new historic Planner. He also welcomed Monica Ferrari as the newest member of the Commission

2. Historic Structure Inventory

Mr. Rodman updated the Commission on the Historic Inventory.

3. House on West 2nd Street

Mr. Griffin came forward and stated that he would like the Commission to consider allowing him to put 5/8 hardi-plank siding on the front of the houses at 317 and 319 W 2nd Street. Mr. Griffin stated that the contractor removed the siding on the front of the house without his knowledge. Mr. Griffin stated that the hardi-plank looks very nice. Mr. Griffin then spoke about some of the improvements done to the Civic Center that are not original to the district. He stated that these two houses have been in the same family for over 100 years and they feel that they should be able to do something reasonable to improve the appearance. Mr. Ed Hodges recalled that the Commission approved the use of hardi-plank for the two houses on the sides, but on the front of the structures. Mr. Griffin stated that the siding they wish to use on the front will look exactly like the original wood siding. Ms. Musselman asked where the original clap board was and why it was removed. Mr. Griffin stated that he had not planned on removing the clap board; the men working on the house removed it by mistake. He explained that the original board was in such bad shape that it could not be repaired then put back on the house. Mr. Griffin stated that the new clap board that you get now is not anything similar to the original wooden board. He explained that visually you will not be able to tell a difference. Judi Hickson spoke about the difference between the old clap board siding and the new stuff that they produce now. Ed Hodges spoke about the predicament that Mr. Griffin has put the Commission in by taking down the clap board. He spoke about the risk of losing the Historic District if everyone is allowed to use non-historic materials on their homes. Mr. Griffin referenced the Civic Center and the materials used on it. Mary Pat Musselman stated that you cannot compare the Civic Center to a historic house. She then also spoke about the position Mr. Griffin has put the Commission in by compromising what he asked to do before. Mr. Hodges explained that the Commission cannot vote on the request tonight. Mr. Rodman stated that if Mr. Griffin wishes to amend his previous request then he needs to make a formal request to staff.

VII. Approval of Minutes

Mary Pat Musselman made a motion to approve the minutes. Judi Hickson seconded the motion and all voted in favor.

VIII. Adjourn

There being no other business, Mary Pat Musselman made a motion to adjourn and Judi Hickson seconded that motion.